



Lamar University – M.Ed. in Educational Technology Leadership

Field-based Activities Monthly Report: Log

Instructions: Enter the total number of internship hours that you had worked at the start of the month in the upper right cell. Remember that you must log a **minimum of 100 hours** of field-based experience. For each month, enter a brief description of your internship activities for that week in the top row. Enter the ISTE Technology Facilitation standard(s) and Indicator in the second row. Use the third row for each week to report meetings and communications that you had with your site mentor. (Meetings with parents, administrators and/or coworkers that are related to your project work should be noted in the activities row for the day.) Enter the hours you worked for each week at the end of the row. Total the month's hours, then enter the total number of internship hours that you have worked as of the end of the month. There needs to be a minimum of 33 Campus- or District Supervised Activities that encompasses the 33 ISTE Technology Performance Indicators and eight Technology Facilitation Standards.

Date: <u>June 2012</u>		Total Internship hours at the start of the month:	1956.2
Week	Functions	Description	Hrs
1	Week's Activities	.5 day at school took that to prepare for daughter's graduation	0
	Standard/Indicator	June 1 is the only day in week 1, that was graduation.	
	Communication with Mentor		
2	Week's Activities	Installed TxEIS updates grade reporting not working. Backed up servers, snap shots ,etc. contacted Region center sent files to Region 3. Attended both the GT workshop and the CSCAPE implantation planning session. Continued troubleshooting TxEis working with Region 3 support staff when they were available. Utilized Dell technical resources to determine needs for a new Primary Domain Controller even as I researched the appropriate migration path and processes for servers to new OS and new version of Exchange. Pricing Dell servers, printers, Amer Switches. Contacted the Telephone company to determine their timeline for installation. Uploaded DCIMP's and fixed HS AEIS Link issue on website. Dell Tech Support sought for Nic card errors seeing on the Host Machine for TxEIS applications	49.4
	Standard/Indicator	TF-VII.A1-A.8, TF-VII.B.1 – TF-VII B.6, TF-VII.C. & C.1, TF-VII.B, TF-VIII.C.1 , TF-II.E.1,TF-II.F, TF-III.A, TF-III.B&B.1, TF-III.C&C.1, TF-III.E.1	
	Communication with Mentor	Superintendent discussed abbreviated summer hours and needs estimated expenditures for remainder of summer to repair and upgrade servers, switches, etc. and budget for next year. She also asked that I attend the CSCAPE discussion with Region 3 staff on Wednesday. Which I did. We worked out a tentative workshop plan and implementation plan. She likes the plans to improve and fix infrastructure issues and is anxious for the phone system to be installed. She also instructed me to take the lead in determining what TxVsn solutions are available to meet instructional curriculum needs for Physics courses.	
3	Week's Activities	Contacted TxVsn, looked for minutes of school board meetings discussing Technology plan, had final approval of Cipa compliant Responsible Use policies discussed, reviewed, and approved by school board added to agenda of school board meeting for next week. Extended account login time period for kids in speech. Pursued pricing for server and contacted the phone system vendor about phone lines, etc. To be sure to order necessary lines, for new phones. Seems there is a problem, started trying	49.3

		to figure out what type of service is actually available to our district. Holding up phone order because vendor needs to order either an analog brain or a digital brain.	
	Standard/Indicator	TF-VII.A1-A.8, TF-VII.B.1 – TF-VII B.6, TF-VII.C. & C.1, TF-VII.B, TF-VII.A, TF-VIII.C.1	
	Communication with Mentor	Superintendent, Counselor, & Principal want me to get the TxVSN school set up for Physics classes and possibly other course work. With the Scholarship applications we made, it should be free. Discussed the necessity to be sure Responsible Use Policy previously approved and adopted by school board discussed and noted in minutes of June school board meeting to be able to correctly file the last year of the three year plan that will expire on June 30, 2013. Additionally informed her that this is the year a new three year plan must be adopted; therefore, we will need to complete surveys, etc. as the year gets underway.	
4	Week's Activities	Completed PO's for needed equipment, software. Ordered New AD Dell workstation, new Server, Avira AV software, and re-installed TxEIS software. Checked NetSol to be sure DNS server settings correct. Loaded Avira on Principal's computer, it found 4 JAVA bugs. Removed Harddisk started from scratch. Blocker Printer prepped for school board meeting. Further research on process to migrate to SRVR 2008 R2 and exchange 2007 SP3 and/or 2010. Region 3 called to work on server, there were settings in DB that prevented the online piece from working., but they have no idea what ports should/should not be open for all to work correctly. In accordance with what Dell technician said, best to do.... Created a whole new server for DB. Re-installed and configured from scratch. Region 20 logged in and checked setup, pronounced it correct. All the inconsistencies in printing reports, etc. are gone. Checked with phone and ATT/Texan 2000 at DIR, cannot seem to get definitive answer as to what service we can/cannot get for our phones. Note discovered backup process I thought was working is not.	62.5
	Standard/Indicator	TF-VII.A1-A.8, TF-VII.B.1 – TF-VII B.6, TF-VII.C. & C.1, TF-VII.B, TF-VIII.C.1, TF-	
	Communication with Mentor	Discussed "wishlist" got approval to order server, Amer Switch upgrade/replacements, AR, Avira AV and ink to finish summer. Seemed to approve budget requests for next year, even additional network training without any argument (what's going on?)	
5	Week's Activities	Power outage, went in to try to help servers down to avoid repeat of April. Power came back on before I got servers turned off, fcbigd was off, TxEIS still up. Switches throughout turned off, I just left them off since no teachers are supposed to be here anyway and new switches are on their way. I had to reconfigure the webserver's Nic other than that @ OK. Setting up new server in new domain and tree, little glitches. Re-installed from scratch. @ OK second time around. DB machine on Tx11 reporting it needs a different version of integrated services. Found fix, did it, looks OK now. Altx1- Installed Altx2 with windows 2008R2Ent. Working together now, found Migration tool and tons of instructions after multiple attempts got it work to some degree. Spoke with quill about paper and ink and locking in pricing based upon last year's orders. I spoke with the GT teacher about using the online program assessment from last year, she was very interested; however, very pressed for time. We could not squeeze it in this year.	51.2
	Standard/Indicator	TF-VII.A.6, TF.VII.A.7-A.8, TF-VII.B1 & B.2, TF-VII.B.7	
	Communication with Mentor	Requested interview time with Ms. Blocker regarding SBDM and updated both superintendent and principal about progress in getting servers going.	

Hours worked this month:	212.4
Total Internship hours to date including this month:	2169.02

June was a very busy month in which I was mostly involved in the research of migration process and application of the research steps. The previous budget was so tight, outside technical resource contracts were dropped to save money, I have had to utilize the server support contracts and the Microsoft technet – two instance support calls included in the TECHNET Volume License agreement for Microsoft. Both companies have been very helpful. Region 20 actually logged in to help with the DB server issues and final reconfiguration after I started completely over. Dell is waiting on me to make time to work through the NUMA Nic card error that could be causing slow interactivity of the Database. I am making progress, but it is slow. I did request to add technical support for summer processes, but I have not yet gotten the go ahead for that. The thing about tech support is that you do not need it until you do, it seems the money is wasted every year that you don't need, but it would have saved the time I needed to be more of a presence in classrooms helping teachers implement technology rather than being in the office working on the computers, plans, and managing all the online testing processes. The online assessment process management knowledge and skills will come in very handy in future endeavors both in my current position and possibly a future position. It has; however, taken another tremendous chunk out of time I could have been more involved directly in helping teachers become active Moodle users. Although I did not include an entry in these logs each week, I create an abbreviated daily journal on a calendar at my desk. The reflection process helps me focus on what I need to do differently, plan to do the next day, etc.